

DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES  
ANNUAL REPORT ON GOALS, OBJECTIVES AND POLICIES  
January 2006

Program ID/Title: AGS 879, Office of Elections

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I. Goal

To provide secure, accessible, and convenient election services to all citizens statewide.

II. Objectives and Policies

To maximize voter participation in the electoral process by developing policies and procedures that encourage registration and turnout.

A. Direct and coordinate election services statewide and assist counties with county elections.

1. Provide election services statewide.
2. Prepare, procure, and control inventory of election ballots for state and concurrently conducted county elections statewide.
3. Provide secure, accessible, and convenient voting services to all eligible voters statewide.
4. Process, tabulate, and distribute election results statewide.
5. Provide computer support services (hardware and software applications) for elections (state and county) and related agencies.
6. Provide logistical and warehousing support for elections (state and county) and related agencies.

B. Provide voter registration services to qualified citizens.

1. Maximize voter registration statewide.
2. Equalize voter registration between districts statewide.

The Office of Elections coordinates its activities to maximize and equalize voter registration in close participation with the Offices of the City/County Clerks. The Office is also responsible for complying with the National Voter Registration Act (NVRA) of 1993. This Office will continue to meet the Act provisions to: 1) establish procedures that will increase the number of eligible citizens who register to vote in elections for Federal office; 2) protect the integrity of the electoral process by ensuring that accurate and current registration rolls are maintained; and 3) enhance the participation of eligible citizens as voters in elections for Federal office.

- C. Provide public education with respect to voter registration and information.

Election information must be made more available to the public. We foresee continued utilization of the Internet and print and electronic media to provide voter education and candidate information.

- D. Maintain data relating to registered voters, elections, apportionment, and districting.

We strive to increase accessibility of information by making statistical data readily available to the general public. We will continue to post election reports, results, and other pertinent information on our office Internet website.

- E. Serve as secretary and furnish all necessary technical services to the Reapportionment Commission.

The Reapportionment Commission will convene in 2011. The Office of Elections is responsible for providing administrative and technical support to the Reapportionment Commission. We will continue to work with the Department of Census Bureau to ensure records are maintained and updated for the next reapportionment.

- F. Provide staff support to the Elections Commission

The Office of Elections shall provide staff support to the Elections Commission as requested. The duties of the Elections Commission are to hold public hearings, investigate and hold hearings for receiving evidence of any violations and complaints, adopt rules pursuant to chapter 91, employ a full-time chief election officer, and advise the chief election officer relating to elections.

- G. Provide staff support to the Board of Registration

We shall continue to provide staff support to the Board of Registration. The purpose of the Board is to hear and decide appeals that arise from a voter challenge or from an appeal of a clerk's decision regarding voter registration.

H. Conduct elections in compliance with all federal and state laws.

### III. Action Plan with Timetable

#### A. Past Year Accomplishments (2005)

1. Conduct stand-down activities from the 2004 Election cycle. Review, assess, and evaluate the 2004 Elections activities. Inventory election equipment, materials, and supplies.
2. Conduct program planning, review policies and procedures, update and upgrade systems and prepare preliminary procurement activities in preparation for the 2006 Elections.
3. Network with other state election offices to stay current on how to better serve our citizens while implementing federal mandates.

#### B. One Year (2006)

1. Implement the 2006 Elections.
2. Meet requirements set forth in the Help America Vote Act of 2002.
3. Procure, acquire, and implement a direct recording electronic system.
4. Ensure that all polling places in the State of Hawaii are accessible to persons with disabilities.

#### C. Two Years (2007)

1. Conduct program planning for new voting and vote counting system (current full-service contract expires after the 2006 Elections).
2. Locate permanent, state-owned facility for the Office of Elections. Ideally, facility will allow for office, warehouse, and election day operations.

3. Acquire election information management system. System will consolidate and integrate various election information databases into a single system.

D. Five Years (2010)

1. Migrate from the marksense system to a direct recording electronics voting and vote counting system.
2. Maintain communication and network with election administrators, nationwide, to stay abreast on current and emerging technologies.

IV. Measures of Performance

- A. The number of people who continue to register to vote and cast their vote on election day.
- B. The number of complaints and challenges we receive, on or following, each election. This data is important to determine how effectively voters have been informed of their rights and responsibilities and how effectively we have served their communities.